STATE OF UTAH

National Incident Management System (NIMS)
2009 Compliance Project

The current 28 NIMS objectives that prescribe NIMS compliance which impact State/Tribal/Local agencies are to be completed by 2009. One of the NIMS objectives tasks the state with the responsibility to establish and maintain a planning process to communicate, monitor, and implement all NIMS compliance objectives across the state to include local governments. Since Utah Executive Order dated 22 December 2004 assigns the Department of Public Safety to "…be the lead agency for determining overall state compliance with the requirements of NIMS…"the Division of Homeland Security (DHS) will provide the process for measuring progress and facilitate the reporting of NIMS. The tool used to track compliance is NIMSCAST. The State is asking state agencies/local/tribal jurisdictions to provide supporting documentation to validate NIMSCAST inputs. The suspense to have documentation to DHS is 1 October 2009.

At this time, Joe Thornton, Logistics Program Manager, with DHS is coordinating this project. If you have any questions on documentation, or the project, please contact him: jthornton@utah.gov, (801)652-2733.

The 28 FY 2009 NIMS Implementation Objectives can be found at http://www.fema.gov/pdf/emergency/nims/FY2009_NIMS_Implementation_Chart.pdf

This project not only ensures NIMS compliance but also assists the state in meeting its NIMS Implementation Objectives. Thank you for your help with this project.

1. This document outlines the State of Utah project for the implementation of the National Incident Management System (NIMS) as outlined in Homeland Security Presidential Directive 5 and in compliance with subsequent federal guidance. Any jurisdiction or state agency that inputs into NIMSCAST is required to participate in this project.

 2. When you answered the questions in NIMSCAST such as objective #1: Adopt NIMS for all Departments/Agencies; as well as promote and encourage NIMS adoption by associations, utilities, nongovernmental organizations (NGOs) and private sector emergency management and incident response organizations, you thought yes, my agency is doing such-and-such to comply. All this project is doing is collecting the documentation to validate your "yes" answer. For example, what did you use to adopt NIMS- an executive order, proclamation, resolution or legislation? We are asking for a copy of the document. How are you promoting/encouraging NIMS-LEPCs, staff meetings? We want a copy of the agenda.

3. The FY 2009 NIMS Implementation Objectives follows this page. As you can see from the dates of required compliance, all objectives will be completed this year.

4. After the FEMA NIMS Objectives is the Objectives with an example of the documentation that would validate your answer. The documents are not all inclusive and not all are required for collection. For example, if a statement in your plan validates a NIMS Objective, highlight the statement and just send the page with the statement, not the whole plan. If you have two methods of validation such as an exercise and a plan, choose which you feel best validates your compliance, highlight it, and send it in.

5. Objectives 10-15 are on NIMS training. We realize the trouble to get certain people trained and due to personnel changes, it will never be 100%. We do not want certificates. You have put into NIMSCAST the number of people your agency/jurisdiction has identified to be trained. Just send us your written plan on how you will continue to offer/manage your NIMS training program.

6.Once you have the documentation collected and the compliance areas highlighted, send the package to:

NIMS Compliance Project
Attn: Joe Thornton
1110 State Office Building
Salt Lake City, UT 84075

7. If you have questions, please contact Joe Thornton jthornton@utah.gov, 801-652-2733

The chart below depicts the 28 NIMS Implementation Objectives prescribed by National Integration Center's Incident Management Systems Integration (IMSI) Division for Federal Fiscal Year (FY) 2009. State, territorial, tribal, and local jurisdictions must ensure *all* NIMS objectives have been initiated and/or are in progress toward completion.

NIMS Component		NIMS Implementation Objective	Federal FY Prescribed to:		
			State/ Territory	Tribal	Local
ADOPTION		1. Adopt NIMS for all Departments/Agencies; as well as promote and encourage NIMS adoption by associations, utilities, nongovernmental organizations (NGOs) and private sector emergency management and incident response organizations.	2005		
		2. Establish and maintain a planning process to communicate, monitor, and implement all NIMS compliance objectives across the State/Territory/Tribal Nation (including Departments/Agencies), to include local governments. This process must provide a means for measuring progress and facilitate reporting.	2006	2006	N/A
		3. Designate and maintain a single point of contact within government to serve as principal coordinator for NIMS implementation jurisdiction-wide (to include a principal coordinator for NIMS implementation within each Department/Agency).	2006	2007	
		4. Ensure that Federal Preparedness Awards [to include, but not limited to, DHS Homeland Security Grant Program and Urban Area Security Initiative Funds] to State/Territorial/Tribal Departments/Agencies, as well as local governments, support all required NIMS Compliance Objectives (requirements).	2006	2008	
		5. Audit agencies and review organizations should routinely include NIMS Compliance Objectives (requirements) in all audits associated with Federal Preparedness Awards.	2006	2008	
		6. Assist Tribal Nations with formal adoption and implementation of NIMS.	2007	N/A	
PREPAREDNESS	Planning	7. Revise and update emergency operations plans (EOPs), standard operating procedures (SOPs), and standard operating guidelines (SOGs) to incorporate NIMS and National Response Framework (NRF) components, principles and policies, to include planning, training, response, exercises, equipment, evaluation, and corrective actions.	2005		
		8. Promote and/or develop intrastate and interagency mutual aid agreements and assistance agreements (to include agreements with the private sector and NGOs).	2005		
	Training	9. Use existing resources such as programs, personnel and training facilities to coordinate and deliver NIMS training requirements.	2006	2008	
		10. Implement IS-700 *NIMS: An Introduction* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).	2006		
		11. Implement IS-800 *National Response Framework (NRF): An Introduction* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).	2006		
		12. Implement ICS-100 *Introduction to ICS* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).	2006		
		13. Implement ICS-200 *ICS for Single Resources and Initial Action Incidents* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).	2006		
		14. Implement ICS-300 *Intermediate ICS* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).	2007		
		15. Implement ICS-400 *Advanced ICS* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).	2009		
	Exercises	16. Incorporate NIMS concepts and principles into all appropriate State/Territorial/Tribal training and exercises.	2005		
		17. Plan for and/or participate in an all-hazards exercise program [for example, Homeland Security Exercise and Evaluation Program] that involves emergency management/response personnel from multiple disciplines and/or multiple jurisdictions.	2006		
		18. Incorporate corrective actions into preparedness and response plans and procedures.	2006		
COMMUNICATION AND INFORMATION MANAGEMENT		19. Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.	2006		
		20. Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during an incident/planned event.	2007		
RESOURCE MANAGEMENT		21. Inventory response assets to conform to NIMS National Resource Typing Definitions, as defined by FEMA Incident Management Systems Integration Division.	2006		
		22. Ensure that equipment, communications and data systems acquired through State/Territorial and local acquisition programs are interoperable.	2006		
		23. Utilize response asset inventory for intrastate/interstate mutual aid requests [such as Emergency Management Assistance Compact (EMAC)], training, exercises, and incidents/planned events.	2007		
		24. Initiate development of a State/Territory/Tribal-wide system (that incorporates local jurisdictions) to credential emergency management/response personnel to ensure proper authorization and access to an incident including those involving mutual aid agreements and/or assistance agreements.	2008		
COMMAND AND MANAGEMENT	Incident Command System	25. Manage all incidents/ planned events in accordance with ICS organizational structures, doctrine and procedures. ICS implementation must include the consistent application of Incident Action Planning (IAP), common communications plans, implementation of Area Command to oversee multiple incidents that are handled by separate ICS organizations or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged, and implementation of unified command (UC) in multi-jurisdictional or multi-agency incident management, as appropriate.	2006		
	Multiagency Coordination Systems	26. Coordinate and support emergency management and incident response objectives through the development and use of integrated MACS. [i.e. develop/maintain connectivity capability between local Incident Command Posts (ICPs), local 911 Centers, local/regional/State/territorial/tribal/Federal Emergency Operations Centers (EOCs), as well as NRF organizational elements.]	2006		
	Public Information	27. Institutionalize, within the framework of ICS, Public Information, [e.g., Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident/planned event.	2006		
		28. Ensure that Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.	2007		

Utah NIMS 2009 Compliance Project

Jurisdiction: _____Date: _____

Contact: Name_____

Phone _____ email: _____

☐1. Adopt NIMS for all Departments/Agencies; as well as promote and encourage
NIMS adoption by associations, utilities, nongovernmental organizations (NGOs) and
private sector emergency management and incident response organizations.
Documentation:
-Adopt NIMS through executive order, proclamation, resolution or legislation
-Show NIMS promotions with agendas, conferences, etc

☐2. Establish and maintain a planning process to communicate, monitor, and implement
all NIMS compliance objectives across the State/Territory/Tribal Nation (including
Departments/Agencies), to include local governments. This process must provide a
means for measuring progress and facilitate reporting.
Documentation:
Not Applicable to local jurisdictions

☐3. Designate and maintain a single point of contact within government to serve as
principal coordinator for NIMS implementation jurisdiction-wide (to include a principal
coordinator for NIMS implementation within each Department/Agency).
Documentation:
- Letter of designation/assignment

☐4. Ensure that Federal Preparedness Awards [to include, but not limited to, DHS
Homeland Security Grant Program and Urban Area Security Initiative Funds] to
State/Territorial/Tribal Departments/Agencies, as well as local governments, support all
required NIMS Compliance Objectives (requirements).
Documentation:
- Appropriate wording in contracts

☐5. Audit agencies and review organizations should routinely include NIMS
Compliance Objectives (requirements) in all audits associated with Federal Preparedness
Awards.
Documentation:
-Statement in audit contracts/scope of work, etc

☐6. Assist Tribal Nations with formal adoption and implementation of NIMS
Documentation:
Not applicable to local jurisdictions

☐7. Revise and update emergency operations plans (EOPs), standard operating procedures (SOPs), and standard operating guidelines (SOGs) to incorporate NIMS and National Response Framework (NRF) components, principles and policies, to include planning, training, response, exercises, equipment, evaluation, and corrective actions.
Documentation:
-Appropriate wording in documents showing NIMS/ICS is being used in the jurisdiction.
-Appropriate org charts.

☐8. Promote and/or develop intrastate and interagency mutual aid agreements and assistance agreements (to include agreements with the private sector and NGOs).
Documentation:
-Agendas
-Purpose statement from appropriate documents

☐9. Use existing resources such as programs, personnel and training facilities to coordinate and deliver NIMS training requirements.
Documentation:
-Training announcements

☐10. Implement IS-700 *NIMS: An Introduction* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).
Documentation:
- Show implementation plan

☐11. Implement IS-800 *National Response Framework (NRF): An Introduction* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).
Documentation:
- Show implementation plan

☐12. Implement ICS-100 *Introduction to ICS* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).
Documentation:
- Show implementation plan

☐13. Implement ICS-200 *ICS for Single Resources and Initial Action Incidents* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).
Documentation:
- Show implementation plan

☐14. Implement ICS-300 *Intermediate ICS* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).
Documentation:
- Show implementation plan

☐ 15. Implement ICS-400 *Advanced ICS* training to include appropriate personnel (as identified in the *Five-Year NIMS Training Plan*, February 2008).
Documentation:
- Show implementation plan

☐ 16. Incorporate NIMS concepts and principles into all appropriate State/Territorial/Tribal training and exercises.
Documentation:
- Provide scope/purpose of exercise

☐ 17. Plan for and/or participate in an all-hazards exercise program [for example, Homeland Security Exercise and Evaluation Program] that involves emergency management/response personnel from multiple disciplines and/or multiple jurisdictions.
Documentation:
-Show exercise schedule
-Show scope/purpose of exercise

☐ 18. Incorporate corrective actions into preparedness and response plans and procedures.
Documentation:
-Provide plan and/or corrective action result

☐ 19. Apply common and consistent terminology as used in NIMS, including the establishment of plain language (clear text) communications standards.
Documentation:
-Plan/SOP that requires the establishment of plain language standards

☐ 20. Utilize systems, tools, and processes to present consistent and accurate information (e.g., common operating picture) during an incident/planned event.
Documentation:
-Provide proof of use of software, or plans, or tabletop exercises, etc

☐ 21. Inventory response assets to conform to NIMS National Resource Typing Definitions, as defined by FEMA Incident Management Systems Integration Division.
Documentation:
- Provide inventory list

☐ 22. Ensure that equipment, communications and data systems acquired through State/Territorial and local acquisition programs are interoperable.
Documentation:
-Provide plan or exercise results

☐ 23. Utilize response asset inventory for intrastate/interstate mutual aid requests [such as Emergency Management Assistance Compact (EMAC)], training, exercises, and incidents/planned events.
Documentation:

-Show after-action/exercise reports

☐24. Initiate development of a State/Territory/Tribal-wide system (that incorporates local jurisdictions) to credential emergency management/response personnel to ensure proper authorization and access to an incident including those involving mutual aid agreements and/or assistance agreements
Documentation
- Show development plan/policy/procedures

☐25. Manage all incidents/-planned events in accordance with ICS organizational structures, doctrine and procedures. ICS implementation must include the consistent application of Incident Action Planning (IAP), common communications plans, implementation of Area Command to oversee multiple incidents that are handled by separate ICS organizations or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged, and implementation of unified command (UC) in multi-jurisdictional or multi-agency incident management, as appropriate.
Documentation:
-Provide plans/SOPs, after-action/exercise reports

☐26. Coordinate and support emergency management and incident response objectives through the development and use of integrated MACS, [i.e. develop/maintain connectivity capability between local Incident Command Posts (ICPs), local 911 Centers, local/regional/State/territorial/tribal/Federal Emergency Operations Centers (EOCs), as well as NRF organizational elements.]
Documentation:
-Provide plans/SOPs, after-action/exercise reports

☐27. Institutionalize, within the framework of ICS, Public Information, [e.g., Joint Information System (JIS) and a Joint Information Center (JIC)] during an incident/planned event.
Documentation:
-Provide plans/SOPs, after-action/exercise reports

☐28. Ensure that Public Information procedures and processes can gather, verify, coordinate, and disseminate information during an incident/planned event.
Documentation:
-Provide plans/SOPs, after-action/exercise reports